Faculty Development and Administrative Relations (FDAR)
Minutes March 3, 2021
9:00 – 10:00 p.m.
Zoom

Attendees: Claire Andreasen [VP TH], Eliot Winer [ME], Diane Al Shihabi [ARTID], Brian Hornbuckle [Agr], James Vary [LAS], Carmen Gomes [ME], Dan Andersen [ABE]; Huifang Mao [MKT]; Ann Smiley [HSC]; Dawn Bratsch-Prince [SVPP]; Tera Jordan [SVPP]

Absent: Ralph Napolitano [MSE]

Acknowledgements – Claire Andreasen, Chair
- President Wintersteen would like to acknowledge the FDAR and EDI committee for the work on placing EDI changes in the Faculty Handbook. This is an appreciated step making ISU a welcoming environment.
- The thank you acknowledgement letter from the EDI committee for the work on the Course Diversity Requirements was forwarded to the Executive Board Academic Council by Carol Faber and they appreciated the acknowledgement of the work.

Workgroup on Term Faculty Review and Advancement - Tera Jordan, Assistant Provost, Chair
- First presentation of materials for feedback.
- Need based on minimal process outlined in Faculty Handbook (FH) for Term Faculty versus P&T.
- Separation of policy for Faculty Handbook and Best Practices recommendations is important.
- Challenging versus P&T since term faculty have more variation for job duties in departments and colleges and 75% focus areas.

Acknowledgement of committee members by Tera Jordan:
- Dr. Diana Lang, Associate Teaching Professor, Human Development & Family Studies, College of Human Sciences
- Dr. Awoke D. Dollisso
- Associate Teaching Professor, Agricultural Education & Studies, College of Agriculture and Life Sciences
- Dr. Cullen Padgett-Walsh, Teaching Professor, Department of Philosophy and Religious Studies, College of Liberal Arts and Sciences
- Dr. Jodi Smith, Associate Professor, Veterinary Pathology, College of Veterinary Medicine

Draft documents forwarded by the workgroup (attachments):
- Summary of proposed changes - overview
- Proposed revision to the Faculty Handbook section 5 – Note this is the current FH and does not reflect EDI updates that were passed by Faculty Senate
  - Credit for prior service
  - Communication to candidates
  - Modify FH sections
- Proposed/template for term faculty advancement timeline and communication to candidates
  - Example: Not all colleges have the same structure, e.g. college-wide review committee not required, etc.
- Best Practices. Term Faculty should have: orientation, clear advancement process, mentoring, professional development opportunities. Also: a voice in process, benchmarks, departmental definitions, review and align departmental governance documents.

Concerns:
- Having FH with a chapter that covers both P&T and Term Faculty advancement is difficult to sort out and blends together P&T and Term advancement; recommend to separate. Redundancy where needed is fine.
- Will need communication with department chairs and others involved in process when documents are ready. Upcoming workshops in colleges can start the discussion.
- What are advancement criteria from term associate to term professor? Stated for P&T in FH.

**Actions for workgroup:**

Modifications requested: 1) tracking via red font only for changes made and not for large blocks of retained text moved; 2) separation of sections for FH as option: Section retained for P&T separate section for Term advancement.

**Equity, Diversity, Inclusion Committee – Chair Carmen Gomes**
The committee is working on a document for best practices regarding EDI Faculty Handbook changes.

**Good of the Order – Claire Andreasen**
The student teaching evaluation review is currently in Governance Council with additional reviews to follow in Faculty Senate.

**Tabled due to time:**
- **Facilities and Educational Resources Committee - Chair Ralph Napolitano**
  - Updates
- **Faculty Senate Recognition and Development Committee - Chair Dan Anderson**
  - Updates
- **Workgroup to Advance Faculty Scholarship in Extension and Outreach - Brian Hornbuckle**
  - Updates

**Meetings**
- March 17
- March 31
- April 14